

SYSTEMS SOFTWARE SPECIALIST II (TECHNICAL)  
SYSTEMS SOFTWARE SPECIALIST III (TECHNICAL)

File-In-Person Date: April 11, 2006



OPEN, NONPROMOTIONAL

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE DEPARTMENTAL FOR:  
DEPARTMENT OF CORRECTIONS AND REHABILITATION

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below. Applications will not be accepted on a promotional basis.

HOW TO APPLY Applications will only be accepted in person, from the applicant between the hours of 8:00 a.m. and 5:00 p.m. at the following location(s):

Department of Corrections and Rehabilitation Selection Services Section 1515 "S" Street, Room 522-N Sacramento, CA 95814 (916) 322-2545	Department of Corrections and Rehabilitation California Medical Facility Front Entrance Building 1600 California Drive Vacaville, CA 95687 (707) 448-6841
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APPLICANTS ALSO WILL BE REQUIRED TO SHOW EITHER A PHOTO IDENTIFICATION CARD OR TWO FORMS OF SIGNED IDENTIFICATION WHEN THE APPLICATION IS SUBMITTED. APPLICATIONS WILL NOT BE ACCEPTED BY MAIL FOR ANY REASON.

If you meet the entrance requirements for Systems Software Specialist II (Technical) and Systems Software Specialist III (Technical), you may file for one or more examination(s) on a single application. However, you must list the examination title(s) of each examination you wish to file for. You will only be considered for acceptance into the examination(s) that you have listed on your application.

NOTE: The wearing of denim or gray sweats on institution grounds is prohibited.

NOTE: Only applications with an original signature will be accepted.

APPLICATION DEADLINE/ REQUIREMENTS April 11, 2006 is the file-in-person date. Applications will only be accepted between the hours indicated above.  
All applicants must meet the education and/or experience requirements for this examination by the file-in-person date.

TEST DATE It is anticipated that Qualifications Appraisal Interviews will be held during **June/July 2006**.

SALARY RANGE(S) As of: **January 25, 2006**  
**Systems Software Specialist II (Technical)** - \$5,196 – \$6,316  
**Systems Software Specialist III (Technical)** - \$5,709 – \$6,938

MINIMUM QUALIFICATIONS **Systems Software Specialist II (Technical)**  
Either I  
One year of experience in the California state service performing duties comparable to a Systems Software Specialist I (Technical) or a Systems Software Specialist I (Supervisory).  
Or II  
Two years of experience in the California state service performing duties comparable to an Associate Systems Software Specialist (Technical).  
Or III  
Three years of progressively responsible experience in information technology systems study, design, and programming, which shall have included responsibilities such as coding, designing, modifying, installing, evaluating, and maintaining computer software. One year of experience in this pattern must include independent responsibility as a leader on systems software projects, or as a technical specialist on complex technology systems.  
**Systems Software Specialist III (Technical)**  
Either I  
One year of experience in the California state service performing duties comparable to a Systems Software Specialist II (Technical) or a Systems Software Specialist II (Supervisory).  
Or II  
Two years of experience in the California state service performing duties comparable to a Systems Software Specialist I (Technical) or Systems Software Specialist I (Supervisory).  
Or III  
Four years of progressively responsible experience in information technology systems study, design, and programming, which shall have included responsibilities such as coding, designing, modifying, installing, evaluating, and maintaining computer software. One year of experience in this pattern must include independent leadership responsibilities on complex systems software projects, or as a high-level technical specialist on the more complex systems assignments.

MINIMUM  
QUALIFICATIONS  
(CONTINUED)

Qualifying experience may be combined on a proportionate basis if the requirements stated above include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

EXAMINATION  
PLAN

This examination will consist of a Qualifications Appraisal Interview only. The interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. **CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

**Qualifications Appraisal -- Weighted 100.00%**

**Scope:**  
Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

**Systems Software Specialist II (Technical)**  
**Systems Software Specialist III (Technical)**

**A. Knowledge of:**

1. Information technology systems (software) programming, equipment, and its capabilities and interfaces between hardware and software
2. The requirements for the installation and implementation of the most complex information technology software systems

**B. Ability to:**

1. Write complex programs
2. Develop detailed program specifications
3. Analyze data and situations, reason logically and creatively, identify problems, draw valid conclusions, and develop effective solutions
4. Apply creative thinking in the design and development of methods of processing information with information technology systems
5. Establish and maintain cooperative relationships with those contacted in the course of the work
6. Work under pressure
7. Communicate effectively
8. Prepare effective reports
9. Coordinate the activities of technical personnel

ELIGIBLE LIST  
INFORMATION

For each classification listed above, a separate eligible list will be established to fill vacancies for the Department of Corrections and Rehabilitation. The list(s) will be abolished **24** months after establishment unless the needs of the service and conditions of the list(s) warrant a change in this period.

POSITION  
DESCRIPTION AND  
LOCATION(S)

A **Systems Software Specialist II (Technical)** under general supervision, acts as team leader on the more complex systems software projects, and/or works independently as a high-level technical specialist on the more complex system assignments and does other related work.

A **Systems Software Specialist III (Technical)** under administrative direction, works independently as the recognized technical specialist on the maintenance of the most complex software systems and software projects, and/or acts as a leader on projects involving the conversion to the most complex computer configurations and does other related work.

Positions exist in Sacramento with the Department of Corrections and Rehabilitation.

SPECIAL TESTING  
ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.

VETERANS POINTS/  
CAREER CREDITS

Career credits or Veteran's Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran's Preference Points. **If you receive Veteran's Preference Points, you cannot also receive career credits in this examination.**

GENERAL INFORMATION

**Applications are available at** Department of Corrections and Rehabilitation offices, State Personnel Board offices and local offices of the Employment Development Department.

**Veterans Preference:** California law allows the granting of Veterans Preference Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in **Open Entrance** examinations is granted as follows: 10 points for veterans, widows and widowers of veterans and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in **Open, Nonpromotional** Entrance examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions to apply for Veteran's Preference Points are on the Veterans Preference Applications (Std. Form 1093) which is available from the State Personnel Board, P.O. Box 944201, Sacramento, CA 94244-2010 and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

**Career Credits:** California law allows the granting of career credits in Open, Nonpromotional examinations. Career credits are three points added to the final qualifying score of each competitor who is a state employee with permanent civil service status or employees who have a mandatory right of reinstatement to such a position; or a full-time exempt employee with 12 months consecutive service; or individuals who have served one full year in or are a graduate of the California Conservation Corps (CCC) (eligibility expires 24 months after graduation from the CCC). Effective January 1, 1983, AB 3325 (1982) eliminated career credits for classes designated by DPA as managerial.

**The Department of Corrections and Rehabilitation** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

**Examination Locations:** If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

**Eligible Lists:** Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

**General Qualifications:** Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545  
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929  
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS